Prepare for and Attend Core Team Scope Meeting

Constructability personnel begin involvement with a project once the Project Charter is approved. The Project Charter contains the problem statement.

Constructability personnel work with the DPD Lead Engineer, Design Consultant, and other Subject Matter Experts (SME) to develop the best overall solution to the problem. During the initial phase of Purpose and Need and during Feasibility Assessment, alternative solutions are explored. Note the level of Purpose and Need and Feasibility Assessment activities varies based on the size and complexity of the project. If requested, the Constructability Engineer offers input and feedback from a constructability point of view during this period. At the end of this period, an Approved Project Plan (APP) is recommended. Once the APP is reviewed and accepted, the DPD Lead Engineer begins to develop the Scope Statement.

The Scope Statement defines which activities are required to deliver the solution described in the APP. All Pipeline 1, 2, and 3 projects require a Scope Statement.

The Department wants to capitalize on the great deal of information gathered and reviewed by all participants of the Purpose and Need and Feasibility Assessment phases. The Constructability Engineer has reviewed the problem statement, made site visits and is familiar with the problem, alternatives considered, and the APP. The same Constructability function personnel should participate in the development of the Scope Statement.

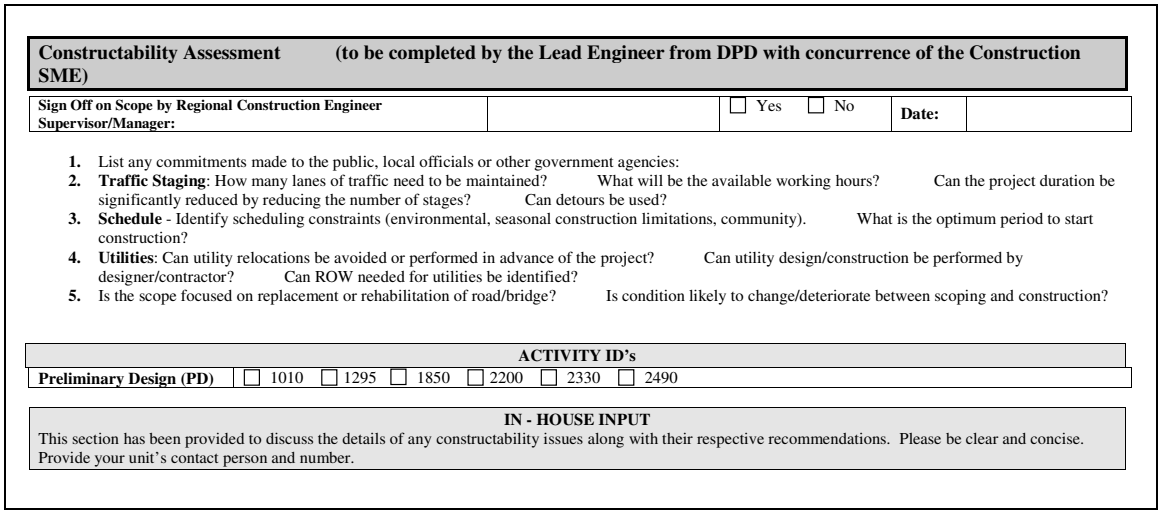
To prepare for the Core Team Scoping Meeting and provide input, the Constructability Engineer should become reacquainted with the project by reviewing the following documents (if not readily available, request it from the pm (if not readily available, request it from the Project Manager) :

- Problem Statement
- Aerials, contours, and profiles
- Projected traffic volumes & accident data
- Latest schemes and cost estimates
- Staging sequencing (if appropriate)
- Related reports or studies

The Constructability Engineer responsibilities for preparing, attending, and following up on the Core Team Scope meeting include the following activities:

1. Review the problem statement included in the Project Charter. Among the items to include in the review and analysis:
    - What is the problem?
    - Is the problem statement clear?
    - What goals must be accomplished?
2. Review accident data.
    - Does accident history support project needs?

3. Review and analyze schemes and estimates.
    - What goals are being accomplished?
    - What problems result from the currently proposed improvements?
    - Is the alternative constructible?
    - Is there a better way?
4. If requested, make recommendations related to constructability.
    - Provide input before the DPD Lead Engineer goes to local communities and local officials for their support.
5. Propose and develop new alternatives.
    - Has something obvious been missed?
6. Review and concur with Core Team Scope Meeting Minutes
7. Complete the Constructability section of the Scope Statement template and have it reviewed and approved by Construction Management



Constructability Assessment (to be completed by the Lead Engineer from DPD with concurrence of the Construction SME)

Sign Off on Scope by Regional Construction Engineer Supervisor/Manager:		☐ Yes ☐ No	**Date:**	

1. List any commitments made to the public, local officials or other government agencies:
2. **Traffic Staging**: How many lanes of traffic need to be maintained? What will be the available working hours? Can the project duration be significantly reduced by reducing the number of stages? Can detours be used?
3. **Schedule** - Identify scheduling constraints (environmental, seasonal construction limitations, community). What is the optimum period to start construction?
4. **Utilities**: Can utility relocations be avoided or performed in advance of the project? Can utility design/construction be performed by designer/contractor? Can ROW needed for utilities be identified?
5. Is the scope focused on replacement or rehabilitation of road/bridge? Is condition likely to change/deteriorate between scoping and construction?

ACTIVITY ID's						
Preliminary Design (PD)	☐ 1010	☐ 1295	☐ 1850	☐ 2200	☐ 2330	☐ 2490

IN - HOUSE INPUT

This section has been provided to discuss the details of any constructability issues along with their respective recommendations. Please be clear and concise. Provide your unit's contact person and number.

Figure 1 Constructability Section of Scope Statement